



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, November 3, 2021

7:30 PM

Harrigan Centennial Hall

Thal. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Acting Chair), Stacy Mudry, Katie Riley, Thor Christianson (Assembly Liaison)
Absent: Chris Spivey (Excused), Wendy Alderson
Staff: Amy Ainslie, Ben Mejia
Public: Maegan Bosak, Caroline Storm, Loren Olsen, Ariadne Will (Sitka Sentinel)

Chair Windsor called the meeting to order at 7:30pm.

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM 21-24](#) Approve the October 20, 2021 meeting minutes.

Attachments: [24-October 20 2021 DRAFT](#)

M-Mudry/S-Riley moved to approve the October 20, 2021 meeting minutes.
Motion passed 3-0 by voice vote.

B [PM 21-25](#) Approve the October 20, 2021 special meeting minutes.

Attachments: [25-October 20 2021 Special Meeting DRAFT](#)

M-Mudry/S-Riley moved to approve the October 20, 2021 special meeting minutes. Motion passed 3-0 by voice vote.

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie informed the Commission that the November 17th tourism meeting would continue the discussion on infrastructure needs and future planning needs as well as Harrigan Centennial Hall staging and traffic plan, which would be presented to Port and Harbors Commission on November 10th. Ainslie noted that RFI for downtown traffic management and assistance was currently being drafted and hoped to publish in the next week or so.

VI. REPORTS

VII. THE EVENING BUSINESS

C [VAR 21-15](#) Public hearing and consideration of a zoning variance for a monument sign with direct lighting to exceed the maximum size on 300 Airport Road in the P- Public Lands district. The property is also known as Lot 15G, Japonski Island Subdivision. The request is filed by Southeast Alaska Regional Health Consortium. The owner of record is State of Alaska, Department of Education and Early Development.

- Attachments:**
- [V 21-15 SEARHC 300 Airport Road Sign Size and Lighting Staff Report](#)
 - [V 21-15 SEARHC 300 Airport Road Sign Size and Lighting Aerial](#)
 - [V 21-15 SEARHC 300 Airport Road Sign Size and Lighting Site and Electrical Plans](#)
 - [V 21-15 SEARHC 300 Airport Road Sign Size and Lighting Front Elevation](#)
 - [V 21-15 SEARHC 300 Airport Road Sign Size and Lighting Plat](#)
 - [V 21-15 SEARHC 300 Airport Road Sign Size and Lighting Photos](#)
 - [V 21-15 SEARHC 300 Airport Road Sign Size and Lighting Applicant Materials](#)

Ainslie introduced the proposal for a monument sign greater than 20 square feet with direct indirect illumination in the Public Lands district for Southeast Alaska Regional Health Consortium (SEARHC) medical center. Ainslie noted that the proposal was intended to increase visibility of the sign, particularly at night. Ainslie explained that while the zoning code permitted indirect illumination of signs in all zones, it limited direct lighting to CBD, C-1, C-2, and I districts. Signs for hospitals and other quasi-public institutions were limited to a size of 20 square feet measured by the smallest rectangle to enclose all letters and symbols, the proposal was for a sign of approximately 52 square feet. Ainslie noted the impacts were minimal and may increase motorist visibility of emergency services. Staff recommended approval.

Maegan Bosak was present as applicant representative. Bosak reiterated that the sign lighting and size was intended to increase visibility. Windsor asked why direct illumination was not permitted in the Public Lands district. Ainslie and Christianson replied that elements of the sign code was intended to distinguish appropriate signage between commercial and non-commercial zones. The Commission voiced their support of the application.

M-Mudry/S-Riley moved to approve the zoning variance for a sign at 300 Airport Road in the P – Public Lands district subject to the conditions of approval as listed in the staff report. The property was also known as Lot 15G, Japonski Island Subdivision The request was filed by Southeast Alaska Regional Health Consortium. The owner of record was State of Alaska - Department of Education and Early Development. Motion passed 3-0 by voice vote.

M-Mudry/S-Riley moved to adopt and approve the required findings for variances involving minor structures or expansions as listed in the staff report. Motion passed 3-0 by voice vote.

D [CUP 21-18](#) Public hearing and consideration of a conditional use permit request for

an outdoor amphitheater at 4951 Halibut Point Road in the R - Recreation district. The property is also known as a portion of Lot 1, USS 3670. The request is filed by Shee Atika, Inc. The owner of record is the City and Borough of Sitka.

Attachments: [CUP 21-18 Shee Atika 4951 Halibut Point Road Outdoor Amphitheater Staff Report](#)
[CUP 21-18 Shee Atika 4951 Halibut Point Road Outdoor Amphitheater Aerial](#)
[CUP 21-18 Shee Atika 4951 Halibut Point Road Outdoor Amphitheater Site Plan](#)
[CUP 21-18 Shee Atika 4951 Halibut Point Road Outdoor Amphitheater Building Plan](#)
[CUP 21-18 Shee Atika 4951 Halibut Point Road Outdoor Amphitheater Operating Plan](#)
[CUP 21-18 Shee Atika 4951 Halibut Point Road Outdoor Amphitheater Photos](#)
[CUP 21-18 Shee Atika 4951 Halibut Point Road Outdoor Amphitheater Applicant Materials](#)

Ainslie introduced the proposal for an outdoor amphitheater as part of the development plan for the lease of 4951 Halibut Point Road, which had received conditional use permit approval for both eating and drinking place and amusement and entertainment uses. Ainslie explained that the current permit request was for an outdoor amphitheater use to serve as a welcome center for the property to be used as part of the cultural experience tour and lecture.

Ainslie noted that the proposal was for a three-sided structure approximately 50'x60' in size with a capacity of 150 people. Ainslie explained that the intended operation was for the applicant's tour program from 8am-5pm during the cruise season, however it may be made available for events by other organizations.

Ainslie identified potential impacts from the proposal as noise, traffic, and visual impacts. Ainslie noted the impacts could largely be mitigated by the distance, vegetation, and topography. Ainslie explained that the applicant was coordinating with ADOT on the safest place for the driveway placement.

Ainslie referenced Comprehensive Plan action item ED 6.5 in support of the proposal. Staff recommended approval.

Caroline Storm was present as applicant representative. Storm reiterated that the amphitheater could be rented out as event space outside the applicant's intended operating hours. The Commission voiced concerns regarding parking when the amphitheater is rented as the applicant had previously identified closure of parking areas during the off-season and discussed an additional condition to mitigate potential parking challenges. Storm agreed to a condition of the permit's use for rented event space be contingent upon off-site parking accommodations for events larger than 60 people.

M-Riley/S-Mudry moved to approve the conditional use permit for an outdoor amphitheater at 4951 Halibut Point Road in the Recreation district, subject to the conditions of approval as listed in the staff report and amended to add the condition that off-site parking arrangements be made for use of the site in excess of 60 people outside normal business operations. The property is also known as a portion of Lot 1, U.S. Survey 3670. The request was filed by Shee

Atika, Inc. The owner of record was the City and Borough of Sitka. Motion passed 3-0 by voice vote.

M-Riley/S-Mudry moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion passed 3-0 by voice vote.

E [MISC 21-15](#) Discussion lead by Assembly Liaison on Commission structure and opportunities for streamlining Commission duties.

The Commission agreed to discuss this item on the November 17th meeting agenda to allow for commissioners not in attendance to participate.

No motion made

F [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Attachments: [DRAFT Short-Term Tourism Plan](#)

The Commission resumed their discussion of infrastructure needs from the November 3rd special meeting.

Riley commented in advance of the indirect-use infrastructure discussion scheduled for November 17th, that consultant may be needed to plan for increased impacts to infrastructure such as trash and sewage. Riley suggested rate increases to cruise garbage may offset costs of managing and shipping the increased trash. Christianson responded that, with rates priced appropriately to account for shipping costs or impacts to infrastructure, an increase to a particular use type would be unnecessary regardless of the quantity added.

Riley asked staff to identify sewage capacity and limitations to existing infrastructure that may be impacted by cruise passenger increases.

No motion made.

VIII. ADJOURNMENT

Seeing no objections, Chair Windsor adjourned the meeting at 8:17pm.